

**BEMIDJI STATE UNIVERSITY – NORTHWEST TECHNICAL COLLEGE
PARKING VIOLATION APPEAL FORM**

Date of Appeal: _____

Phone Number: _____

Person Filing Appeal: _____
(Last) (First) (Middle Initial)

Address: _____
(Street) (City) (State) (Zip Code)

Vehicle Description: _____
(License #) (Make) (Model) (Year) (Parking Permit #)

Ticket #: _____

- The violation(s) being appealed must be paid in full prior to submitting the appeal to the Parking Committee. *NOTE* Appeals should be based on the fact the violation notice was issued contrary to the “BSU-NTC parking rules and regulations or in error.
- Appeal forms must be filed within ten (10) days of issue date in writing by the individual who received the citation. Appeals will not be accepted after the ten (10) calendar day of the parking violation issue date.
- Completed appeal forms may be mailed or dropped off at the Department of Public Safety, Walnut Hall Box #33, Bemidji State University, 1500 Birchmont Drive NE, Bemidji MN 56601.
- The Parking Committee will serve as the appeal body for all parking citations issued and render a decision in each case. **All decisions by the Parking Committee are final.**

Statement of Appeal:

FOR OFFICE USE ONLY

Appeal Board Decision: Accepted ____ Denied ____ Vote: Yes ____ No ____ Sustained ____